

WORKSHOP MEETING
(No Action will be taken)
of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A Public Agency
550 Olive Street, Santa Barbara, CA 93101
Tuesday, March 2, 2004
5:30 p.m.

1. **Call to Order**
2. **Roll Call of the Board of Directors**
John Britton, Chair
Dave Davis
Brian Fahnestock
Lee Moldaver
Olivia Rodriguez
3. **Report Regarding Posting of Agenda**
4. **Approval of Prior Minutes**
The Board will be asked to waive the reading of, and approve the minutes for the meeting of February 17, 2004.
5. **Cash Report**
The Board will be asked to approve the cash report of February 10th through February 23rd, 2004.
(see attached)
6. **Presentation: Regional Impacts of Growth**
Santa Barbara Region Economic Community Project will give a presentation.
7. **Workshop: Budget/Goals '04/'05** (No actions will be taken)
The Board and MTD Staff will participate in a workshop on the Budget and Goals for fiscal year '04/'05.
8. **Workshop: Recruitment/Potential Salary Range for General Manager;
Salary Range/Implementation for Interim General Manger** (No actions will be taken)
The Board will discuss executive compensation for General and Interim General Manager.
9. **Adjournment**

SPEAKERS: Any person wishing to speak to an item on the Agenda should complete and deliver to the Board Clerk a "Request to Speak" form **before the meeting is convened**. The Chair may limit the time allowed to speak.

PUBLIC COMMENT: Public comment on non-agenda items will be at the end of the meeting if time permits.

AMERICANS WITH DISABILITIES ACT: If you need special assistance to participate in this meeting, please contact the MTD Administrative Office at 963-3364 at least **48 hours in advance** of the meeting to allow time for MTD to attempt a reasonable accommodation.

**Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of March 2, 2004
For the Period February 10, 2004 through February 23, 2004**

MONEY MARKET

Beginning Balance February 10, 2004 **\$639,032.97**

Mature CD	2,006,006.19	
Passenger Fares	132,545.22	
Accounts Receivable	36,808.00	
Advertising & Prepaid	5,076.31	
Total Deposits		2,180,435.72

ACH Pension Transfer	(35,718.19)	
ACH Tax Deposit	(84,290.17)	
Payroll Transfer	(204,320.18)	
Operations Transfer	(442,922.17)	
Total Disbursements		(767,250.71)

Ending Balance **\$2,052,217.98**

Total Cash and Investments as of February 23, 2004: **\$2,052,217.98**

COMPOSITION OF CASH BALANCE

Working Capital	996,214.68	
WC / Liability Reserves	1,056,003.30	
Total Cash Balance		\$2,052,217.98

Santa Barbara Metropolitan Transit District Cash Receipts of Accounts

Date	Company	Description	Amount
2/11/04	Helm, Warren	Health Insurance	314.70
2/11/04	Santa Barbara Airport	Advertising on Buses	4,100.00
2/11/04	Santa Barbara Airport	Advertising on Buses	4,100.00
2/18/04	City of SB - Passes/Tokens	Passes/Token Sales	4,337.50
2/18/04	Department of Rehabilitation	Passes/Token Sales	54.00
2/18/04	Gold's Gym	Advertising on Buses	2,800.00
2/19/04	Santa Barbara Bank & Trust	Advertising on buses	7,012.50
2/19/04	Santa Barbara Bank & Trust	Advertising on buses	6,757.50
2/19/04	Santa Barbara Bank & Trust	Advertising on buses	6,757.50
2/19/04	SB Rape Crises	Advertising on Buses	300.00
2/20/04	Lakey, Tiara	Health Insurance - Cobra	137.15
2/20/04	Lakey, Tiara	Health Insurance - Cobra	137.15
Total Accounts Receivable Paid During Period			\$36,808.00

Santa Barbara Metropolitan Transit District Accounts Payable

Check #	Date	Company	Description	Amount	Voids
77819	2/17/04	STAPLES	OFFICE SUPPLIES	161.61	V
77820	2/20/04	MULLEN & HENZELL	CONFERENCE-EMP. LAW	160.00	
77821	2/20/04	TEAMSTERS MISC. SECURITY TRUST	UNION MEDICAL/DENTAL	67,883.35	
77822	2/23/04	AT&T	TELEPHONES	103.19	
77823	2/23/04	ARCHBALD & SPRAY	LEGAL COUNSEL	13,257.60	
77824	2/23/04	AMERICAN NAMEPLATE COMPANY	OFFICE SUPPLIES	284.90	
77825	2/23/04	BOURBEAU, JILL	REIMBURSEMENT	130.00	
77826	2/23/04	BROWNING-FERRIS IND	WASTE DISPOSAL	33.00	
77827	2/23/04	CALIFORNIA ELECTRIC SUPPLY, INC.	SHOP & B&G SUPPLIES	479.19	
77828	2/23/04	CAR PARTS OF SANTA BARBARA	BUS PARTS & SUPPLIES	199.39	
77829	2/23/04	CENTRAL COAST CIRCULATION DBA	BUS BOOK DISTRIBUTION	365.00	
77830	2/23/04	C. C. S. I.	REISSUE WC CHK-DEPOSITED	6,954.92	
77831	2/23/04	CHANNEL CITY ENGINEERING DBA	SHOP EQUIPMENT REPAIRS	400.00	
77832	2/23/04	COAST MACHINE & SUPPLY, INC.	BUS PARTS	2,185.03	
77833	2/23/04	CLAVERIA, BERTHA	PROPERTY RENTAL/STORAGE	800.00	
77834	2/23/04	CLEAR CHANNEL SANTA BARBARA	MEDIA AD	1,664.40	
77835	2/23/04	CORPORATE EXPRESS INC.	OFFICE SUPPLIES	421.01	
77836	2/23/04	CROCKER REFRIGERATION DBA	HVAC MAINTENANCE	90.22	
77837	2/23/04	CUMULUS BROADCASTING	MEDIA AD	1,445.00	
77838	2/23/04	COVERALL OF MID-STATE CALIF. INC.	JANITORIAL SUPPLIES/SERVICE	2,185.77	
77839	2/23/04	DEPARTMENT OF CHILD SUPPORT	PR GARNISHMENT	424.62	
77840	2/23/04	DEAILE, MARY	PR GARNISHMENT	129.23	
77841	2/23/04	DELTA DENTAL PLAN OF CA	DENTAL INSURANCE	3,620.14	
77842	2/23/04	DENMUN OFFICE EQUIPMENT	OFFICE MACHINE REPAIR	290.00	
77843	2/23/04	DISTRICT ATTORNEY-S.B.	PR GARNISHMENT	1,146.40	
77844	2/23/04	DOCUPRODUCTS CORPORATION	COPIER LEASE/COPIES/SUPPLIES	884.60	
77845	2/23/04	DONS INDUSTRIAL	BUS PARTS/SHOP SUPPLIES	499.88	
77846	2/23/04	DOWNTOWN ORGANIZATION, INC.	TC MAINTENANCE	350.00	
77847	2/23/04	EBUS, INC.	BUS PARTS	816.92	
77848	2/23/04	ELECTRIO-MECHANICAL REPAIR, INC.	BUS PARTS & REPAIRS	60.00	
77849	2/23/04	FISHER, SHERRIE	REIMBURSEMENT	761.22	
77850	2/23/04	FLEET CAPITAL LEASING-GVF TROY	COPIER LEASE	377.13	
77851	2/23/04	FLEMING & ASSOCIATES	WORKERS COMP ADMINISTRATION	2,500.00	
77852	2/23/04	GFI GENFARE, INC.	FAREBOX REPAIRS & PARTS	2,216.53	
77853	2/23/04	GEM EQUIPMENT	BUS PARTS & SUPPLIES	93.44	
77855	2/23/04	GIBBS INTERNATIONAL TRUCKS	BUS PARTS/SUPPLIES	8,058.02	
77856	2/23/04	GILLIG CORPORATION	BUS PURCHASE/PARTS	268,102.42	

Accounts Payable Check Register

24-Feb-04

15:19

Check #	Date	Company	Description	Amount	Voids
77857	2/23/04	HAHN, STEPHEN	REIMBURSEMENT	75.00	
77858	2/23/04	HAYNES SALES DBA	PRESSURE WASHER REPAIR	163.70	
77859	2/23/04	HOLLEY ENTERPRISES	BUS PARTS	1,588.89	
77860	2/23/04	HOME IMPROVEMENT CTR.	SHOP SUPPLIES	137.45	
77861	2/23/04	HUMANA DENTAL INSURANCE CO.	STAFF DENTAL INS. DEPOSIT	2,321.00	
77862	2/23/04	HYDREX PEST CONTROL	FUMIGATION	58.00	
77863	2/23/04	INTERLAND, INC.	WEBSITE HOST	50.00	
77864	2/23/04	UNITED STATES TREASURY	PR GARNISHMENT	175.00	
77865	2/23/04	JERRY THE PLUMBER	PLUMBING	1,500.00	
77866	2/23/04	J n L GLASS INC.	REPLACE BUS WINDOWS	330.00	
77867	2/23/04	JRN BENEFITS	PENSION ADMINISTRATION	1,764.00	
77868	2/23/04	JOHNS, GARY	REIMBURSEMENT	129.24	
77869	2/23/04	LENZ PEST CONTROL DBA	FUMIGATION	75.00	
77870	2/23/04	LA CUMBRE FEED	SOFT WATER SYSTEM SUPPLIES	51.07	
77871	2/23/04	MAR-CO INDUSTRIES INC	YARD SWEEPER SUPPLIES	664.38	
77872	2/23/04	MARBORG INDUSTRIES (INC)	RENTAL OF PORTABLE UNIT	205.00	
77873	2/23/04	MC CORMIX CORP. (OIL)	LUBRICANTS	2,471.52	
77874	2/23/04	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,306.66	
77875	2/23/04	MGB INDUSTRIAL SUPPLY	BUS & SHOP SUPPLIES	26.09	
77876	2/23/04	MISSION LINEN UNIFORM SERVICE	UNIFORM & LINEN SERVICE	2,853.79	
77877	2/23/04	NEXTEL COMMUNICATIONS	CELL PHONES	489.64	
77878	2/23/04	PREVOST CAR INC.- CREDIT DEPT.	BUS PARTS	2,698.94	
77879	2/23/04	PETRO-DIAMOND INC.	DIESEL FUEL	19,227.37	
77880	2/23/04	PETTY CASH HAHN, STEVE	MISC SHOP NEEDS	155.86	
77881	2/23/04	PANASONIC DIGITAL INC.	COPIER LEASE	155.03	
77882	2/23/04	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	75.31	
77883	2/23/04	ROCHA, SUZANNE	PR GARNISHMENT	406.08	
77884	2/23/04	SAN BERNARDINO COUNTY	PR GARNISHMENT	395.54	
77885	2/23/04	SAFEGUARD DBA	OFFICE SUPPLIES	495.39	
77886	2/23/04	SANTA BARBARA BANK & TRUST	PR DEDUCTION	241.49	
77887	2/23/04	SB COUNTY FEDERAL CREDIT UNION	PR DEDUCTION	1,998.00	
77888	2/23/04	S B INDUSTRIAL MEDICAL GROUP	MEDICAL EXAMS	2,595.40	
77889	2/23/04	SANTA BARBARA NEWS-PRESS DBA	EMPLOYMENT ADS	135.45	
77890	2/23/04	SMITTY'S TOWING SERVICE	TOWING SERVICES	1,765.00	
77891	2/23/04	SHELL OIL COMPANY	FUEL- SERVICE VEHICLES	142.35	
77892	2/23/04	SM TIRE, CORP.	BUS TIRE MOUNTING/SV TIRES	710.00	
77893	2/23/04	SHRM	MEMBERSHIP RENEWAL	160.00	
77894	2/23/04	SMARDAN-HATCHER CO.	MISC. SUPPLIES	66.27	
77895	2/23/04	SO. CAL. EDISON CO.	UTILITIES	1,810.54	
77896	2/23/04	SUPREME AUTO CARE PROD., LLC	BUS CLEANING SUPPLIES	152.84	

Check #	Date	Company	Description	Amount	Voids
77897	2/23/04	TELCOM, INC.	RADIO INSTALLATION & SERVS.	720.58	
77898	2/23/04	UNITED TRANSMISSION EXCHANGE	BUS TRANSMISSIONS/PARTS	110.70	
77899	2/23/04	UNITED WAY OF SB	PR DEDUCTION	570.54	
77900	2/23/04	UNIVERSAL FLEET SUPPLY INC.	BUS PARTS	127.09	V
77901	2/23/04	VALLEY DETROIT DIESEL ALLISON	BUS PARTS	1,500.83	V
77902	2/23/04	TEAMSTERS UNION LOCAL NO. 186	UNION DUES	577.74	V
77903	2/23/04	WHITEHOUSE FLORISTS	EMPLOYEE RELATIONS	63.88	
77904	2/23/04	YACO SCHOLARSHIP FUND	PR DEDUCTION	56.00	
77905	2/23/04	UNIVERSAL FLEET SUPPLY INC.	BUS PARTS	127.09	
77906	2/23/04	VALLEY DETROIT DIESEL ALLISON	BUS PARTS	1,500.83	
77907	2/23/04	TEAMSTERS UNION LOCAL NO. 186	UNION DUES	577.74	
				445,289.44	
Current Cash Report Voided Checks:				2,367.27	
Prior Cash Report Voided Checks:				0.00	
Grand Total:				\$442,922.17	

BOARD OF DIRECTORS REPORT

MEETING DATE: MARCH 2, 2004

AGENDA ITEM #: 8

TYPE: INFORMATION

PREPARED BY: JERRY ESTRADA

Signature

REVIEWED BY: GENERAL MANAGER

GM Signature

**SUBJECT: RECRUITMENT/POTENTIAL SALARY RANGE FOR
INTERIM/FINAL GENERAL MANAGER**

DISCUSSION:

As instructed by the Santa Barbara Metropolitan Transit District's (MTD) Board of Directors, this report provides salary ranges of General Managers' throughout the country. Based on available industry information¹, the table below provides the national average of salary ranges for general managers based on number of employees.

General Manager National Average

Number of Employees	Range Minimum	Lowest Salary	Highest Salary	Range Maximum	Average Salary
2500 or more	92,705	122,703	295,000	342,193	201,100
1000 to 2499	45,100	83,700	226,500	185,504	148,461
500 to 999	60,983	94,000	199,173	167,621	137,600
250 to 499	48,000	82,217	172,000	150,779	118,809
125 to 249	43,600	57,000	165,000	152,100	97,363
75 to 124	40,000	54,401	237,320	296,500	88,318
35 to 74	33,000	46,000	110,078	110,078	73,320
Below 35	20,000	34,500	74,000	85,200	52,084

The chart below provides salary ranges for transit agencies of similar size.

Agency Name	Range Minimum	Maximum	Actual Salary	Employees	Vehicles
Santa Barbara MTD			148,000	200	100
Hartford, CT	106,793	144,171	137,365	200	154
Ann Arbor	91,300	152,100	128,260	220	96

¹ American Public Transportation Association 2003 Transit Management Compensation Report

Chattanooga, TN			99,500	190	82
Cleveland, OH	69,760	102,084	87,285	220	112
Minneapolis-St. Paul, MN	62,056	93,083	87,038	208	104
Gainesville, FL	58,829	88,468	8,159	192	106
Oxnard, CA SCAT	96,408	130,151	N/A	155	65
Springfield, MO	237,320	296,500	237,320	84	31
Davenport, IA			115,393	117	67
Bridgeport, CT	90,000	120,000	112,134	117	73
Los Angeles, Ca Culver City	87,306	106,567	106,567	100	44
Los Angeles, CA Norwalk	86,880	105,600	105,600	97	35